

**Board of Directors  
Regular Board Meeting  
Minutes – November 13, 2019**

**Board Members Present:** Paul Strombeck, Scott Richards, Chris Meyer, Bruce Riley  
**Board Member Absent:** John Dunn  
**Staff Present:** BC Chapin, OA Duckworth  
**Staff Absent:** AC Vonasek  
**Others Present:** Volunteer Assn. Pres. Brice Walters

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Vice Chair Strombeck called the meeting to order at 7:00 p.m.

I. **CITIZEN COMMENTS:** None.

II. **APPROVAL OF:**

**Minutes – Regular Meeting, October 9, 2019.**

**Action:** Meyer moved to approve the minutes of the meeting as presented. It was seconded by Richards and, upon vote, passed 4-0 (Dunn was absent).

**Financial Report – October 2019 –**

**Action:** Riley moved to approve the financial report as submitted. It was seconded by Meyer and passed 4-0 (Dunn was absent).

III. **STANDING REPORTS:**

**Volunteers Association** – Walters shared that the Volunteer Assn. has donated 100% of the proceeds (\$2300) from the Pancake Breakfast to the Albany FISH program.

**Fire Chief's Report** – (The following is the Chief's written report as well as additional comments made at the Board meeting.)

- **Seismic Grant:** The CMCG Contract was approved by our legal and signed by Asst Chief Vonasek in my absence. Currently we are on budget, with roof replacement over the classroom to cost \$27,000 to \$33,000, which will come out of owner contingency. Expectation is for Ausland to move in this week and start work immediately to keep us on target for completion, which appears to be June 2020. There is still an issue with the painting of the building, which we are working through. We will meet every Thursday at 1:00 p.m. with Ausland and Mackenzie for a progress report.
- **Water Tanks:** We have not heard from Koos Farms still. I plan to wrap up this project this month and get letters out to all parties involved. We do not have a signed contract with Boshart Farms, but that should not affect our moving forward.

- **Medic 71:** Negotiations between AFD Management and the Union have just begun. I do not hold much hope that the Union does not end this program as we see it today. More to come as negotiations move forward. I have no official word from Albany or Lebanon FD as of this writing, but the general word on the ‘street’ is the project will move to the respective departments and no longer base out of TFD.
- **California Deployment:** Linn County sent a Strike Team and assisted Benton County with another Strike Team for the Kincade Fire at the end of October, with TFD sending B-71 and 3 personnel. After a week at that fire, while enroute back home, we were diverted to the Ranch Fire near Red Bluff, bringing our total days out to 12. The deployment was good; we had a mechanical issue with B-71 while down there, but had it fixed with little down time. I learned a lot about Linn County and TFD deployments and practices, leading to some future changes. With a California deployment, you are considered part of a wildland crew (different from Oregon), and the expectation for the level of experience and physical fitness for the job is high. As we prepare for next season, we want to be sure our wildland fighters are fully prepared for what they might encounter—we only want to send the best of our best. The District made over \$13,000 for the use of B-71 during the deployment, and that rig is now in for its annual maintenance and new tires (planned expense—not because of the deployment).
- **Linn County:** By vote of county fire chiefs, I have been selected as the new Linn County Fire Defense Board Chief. I have numerous years’ experience in the position as I served Union County for 10 years.
- **Officer Training:** We had our first officer training on October 30. My goal is to enhance and reinforce our officer decisions and their capabilities. Our Lt’s are beginning to take duty officer rotations, and I look forward to helping all of them progress in their development.
- **Upcoming Events:**
  - **November 11**      **Veteran’s Day Parade**
  - **November 28**      **Thanksgiving Day**
  - **December 10**      **TRFPD Christmas Dinner**

**Asst. Chief/Training Officer’s Report** – (The following is the A/C’s written report as he was absent from the Board meeting.)

- **Training –**
  - The Fall Firefighter Academy is into week #2; we have four recruits in the program, and they are doing really well.
  - The following drill nights of Nov. 19 & 26 will be DPSST’s flammable liquids and gas training for our department.
  - **TFD In-house Training:**
    - **Vehicle Extrication** – Multi-session, Winter of 2020
    - **DPSST** – DPSST will be bringing the following state training Props:
      - Nov. 19 & 26 – Flammable Liquids and Gas props.
      - January 2020 – Mobile Fire Training Unit (Corvallis Drill Tower)
    - **Portland Western Railroad** – Response to Diesel Locomotives. Jan. 2020.
  - **Regional:** Linn-Benton Fire Training Council
    - Oct 26 - Firefighter I Academy –

- Dec 2019 – HAZMAT Ops Level
- Dec 2019 – NFPA Fire Instructor 1
- Jan 2020 – NFPA Fire Instructor II
- **State:** Winter 2020 fire school (February 2020) has been announced and is open for enrollment.
- **National Fire Academy:** Brice Walters will be attending the National Fire Academy late February of 2020.
- **Emergency Medical Services:**
  - Eric Johnson, Angelo Nicosia, and Taylor Bovinette have signed up for the EMT class being offered locally by Lane Community College.
  - An Emergency Medical Responder class is pending scheduling at this time. The course is put on by Philomath Fire & Rescue, and we have 2 volunteers who are interested.
- **Health and Safety –**
  - Review of Respiratory Protection program and looking ahead to evaluating self-contained breathing apparatus which will need to be replaced in the 21-22 fiscal year. As our current self-contained breathing apparatus get older, we are experiencing more frequent and costly failures.
  - **Safety Committee** will meet November 5 for their monthly meeting. The Safety Committee is being very consistent this year.

**Staff Battalion Chief's Report** -- (The following is the Staff Battalion Chief's written report as well as additional comments made at the Board meeting.)

- **Fire Inspections-** Fire inspections are going well. Working on scheduling re-inspections with businesses. I have reached out to the county to find out what business is going in by the South Albany Storage facility.  
I took a week-long fire inspector class put on through Construction Exam prep. After the class, I took my test for Fire Inspector 1 through International Code Council and am pleased to announce that I passed. I also attended the first part of three classes for Leadership in Supervision. The next two class are in November and December.
- **Fire Prevention-** Some interests have come in from the school to do fire prevention for students. I am working with the teachers on dates.
- **Vehicle Maintenance-** T-71 came back from the shops with new tires , air valve repaired, rear differential fluid replaced due to water mixed in, and its yearly PM done.
- **Volunteers-** In the last month, we brought on Wyatt Hermsen. I also did driver training with some volunteers. See attachment for out-of-district volunteer hours.

**Activity Report** – 309 calls total for 2019 through October—34 fewer than last year at this time.

#### IV. **OLD BUSINESS:**

**Policy 1218 – Personal Firearms (Replacing Carrying Weapons on Duty)** – Lexipol (our on-line policy service) is recommending that Policy 418 (Carrying Weapons on Duty) be replaced with Policy 1218 (Personal Firearms). Policy 1218 is more restrictive, prohibiting all District members from possessing a

firearm while on-duty or while on or in district property or vehicles. While some Board and staff members expressed that, personally, they had no problem with District members keeping a firearm locked in their personal cars while on duty, all thought it would be best for the District to adopt Policy 1218 as it is cleaner and safer for all members and the public. We do not provide firearm training through the District as law enforcement agencies do.

**Action:** No formal action, but the Board agreed, after discussion, that Policy 1218 (Personal Firearms) should replace Policy 418 (Carrying Weapons on Duty).

**Fire Suppression Fill Tank (on District Property)** – Chief Wooldridge shared that addressing the use of this fill tank and/or replacing it with a fire hydrant would be a long project. Until we are certain that our Seismic Retrofit project comes in within budget, this project will be put on hold.

V. **NEW BUSINESS:**

**Policy No. 801 (Use of District Vehicles/Apparatus)** – The reason this policy is coming before the Board is because of the last sentence in the policy. It states, “No District employee/volunteer shall have permanent assignment of any District vehicle, except as approved by the Fire Chief.” The Chief reported that he wishes to have permanent assignment of the Dodge Durango (Vehicle #791) to assist him in his role and he cannot give himself permission to have this assignment. He not only responds to numerous incidents from his home (when he isn’t the duty officer), he also attends multiple meetings every week with other fire organizations, community businesses, and associations.

**Action:** No formal action, but the Board agreed that the Chief could have permanent assignment of Vehicle #791 (Dodge Durango) for business use only.

VI. **GOOD OF THE ORDER:**

**Remuneration for Members Who Worked the Recent California Conflags** – Member Riley brought this subject forward to the Board.

Tangent Fire had one volunteer work the recent CA conflags. According to our Conflagrations Policy No. 427, this volunteer must be paid for his services no later than 25 working days following return from the conflag--regardless of when the District is reimbursed by California. The District will abide by the policy for this volunteer.

However, Tangent Fire also had two full-time staff members work the same CA conflags, and the policy addresses their remuneration for these efforts differently than for volunteers. As soon as a staff member reports for a conflag, he/she immediately stops being on the District timeclock for payroll and becomes a member of the Strike Team reporting for duty to the conflag. So as not to disrupt a regular employee’s monthly income, the policy states that the staff members will receive their regular paychecks during the conflag and only receive their extra overtime earnings when the District is reimbursed by the State, or in this

case—California. (The conflag reimburses the District in full for the employee’s salary, benefits, and overtime.)

As this California deployment was exceptionally long (12 days) and because California reimbursement is much more delayed than Oregon reimbursement for a State conflag, the two staff members may not receive their overtime pay for as many as 8-9 months. As the amount of overtime earned by the staff members was considerable and the wait time for that money could be very lengthy, Riley proposed that the District pay a portion of that earned income to the staff members at this time, and the rest would be paid upon receipt of the reimbursement from California. This is only possible because the District had extra cash carryover to start this fiscal year, and our property tax revenue will be more than budgeted, so the money is available to do this at this time.

All Board members present (Dunn was absent) agreed that an 8-9 month wait for payment of services was extensive. A very brief discussion ensued as to how much the District could realistically afford at this time, and the following decision was rendered.

**Action:** No formal vote, but the general consensus of the Board was to pay the two staff members ½ (one-half) of their accrued overtime hours for the CA conflag at this time; the other half will be paid when the California reimbursement is received. This is not to be considered a change in the current policy; this is a one-time approval of partial advance payment for this CA conflag only. For all other future out-of-state conflags, the financial position of the District would be the first consideration when determining whether any advance payments could be made.

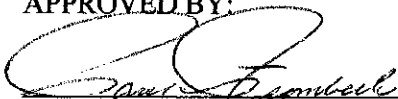
**Per Diem Reimbursement for Board Members** – Tangent Fire Policy No. 309 (Board/Staff Reimbursements) sets the per diem meal reimbursement (for attendance at conferences, trainings, workshops related to District business) for both Board and staff at \$45/day (no receipts required). The Board learned at the recent OFDDA Conference that, for ethical reasons, they should not set their own per diem rate (this does not include Board stipends for attending such conferences—that rate is set by Oregon law). As the Board has the highest decision-making authority for the District, it would then fall to the Chief to determine a reimbursement policy for the Board. Therefore, the Board asked that Policy No. 309 be divided into two policies (one for Board Reimbursements and one for Staff Reimbursements, the latter of which the Board would approve).

Vice Chair Strombeck adjourned the meeting at 7:50 p.m.

Minutes submitted by Karen Duckworth  
Office Administrator

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APPROVED BY:



Paul Strombeck, Vice Chair of the Board

12-11-19

Date